Urban Nonpoint Source & Storm Water Management Program

CONSTRUCTION Grant Application Instructions

Application MUST be postmarked by

April 15

(April 16, if April 15 falls on a Sunday)

for consideration for award in the following calendar year!

UNPS Construction Applications are accepted in even numbered years.

WISCONSIN
DEPT. OF NATURAL RESOURCES

Table of Contents

Urban Nonpoint Source Construction Grant Application
General Information and Instructions

Grant application Form 8700-299 and its instructions are for Urban **CONSTRUCTION** projects, including design and property acquisition.

General Information

- An applicant may submit more than one project application. However, if more than one project is proposed on lands which are contiguous and under common ownership, the projects will be taken as a group when considering the monetary cap. Features such as water bodies or roads which separate any part of a parcel from any other part do not render the parcel of land non-contiguous. Only ranked projects with a collective requested amount that is within the funding cap will be considered for initial selection. Other additional projects within such a group will be placed on a separate list to be awarded grant monies only after all other grants have been awarded.
- There is a separate application [Form 8700-299A] for UNPS&SW **Planning** projects. Construction and Planning applications are offered every other year, on alternate years. Possible planning projects include municipal storm water planning, information and education activities, ordinance development and studies to develop municipal storm water financing options, such as storm water utilities.

Applicants should consider the limits of the funding as dictated by law. These include:

- ✓ Construction projects must serve an existing "**urban area**" (that is, an urban development in existence on or before October 1, 2004). The definition of "urban area" is in **Attachment B.**
- ✓ Activities eligible for funding are identified in **Attachment C** for construction projects. The state reimbursement rate is up to 50% of eligible costs up to a maximum state share of $150,000. In addition, property acquisition is also eligible at 50% cost sharing with a maximum state share of $50,000.
- ✓ If this project requires that the applicant have control of the project site, the applicant must either currently have control of the property, **or** submit documentation with this application that the applicant will obtain control of the property prior to the award of the grant itself.
- ✓ The state can only provide Cost Sharing for the **water quality portion** of a best management practice (BMP) designed to control runoff from **existing development**. Projects solely focused on new development, or to solve drainage and flooding problems, are not eligible for UNPS&SW funding. Cost-Share allocations will be prorated for projects that combine eligible and ineligible components.
- ✓ The DNR **will not fund** any urban storm water practice located in a navigable water or wetland, regardless of whether the practice is being installed to meet a WPDES storm water permitting requirement. The applicant is required to consult the information sources listed to answer the Navigable Waters and Wetlands Filter questions on the application.
- ✓ If the project includes excavation or purchase of land or easement, the applicant must submit the Environmental Hazards Assessment Form (DNR Form 1800-001). If your project is selected for funding, evidence that the unit of government has budgeted for the Local Share must be submitted in a timely manner. The Department will not award a grant without this confirmation.
- ✓ Grant periods will start January 1 of the calendar year following application. You must plan to complete your project within two years.4
- ✓ DNR Runoff Management staff will review and score the grant applications. All applicants will be notified of the status of the project application in Fall of the application year.
- ✓ Successful grantees are required to submit a Final Report, including before and after photographs, summarizing the results of the project. Further details are contained within the grant agreement.

General Instructions: Provide all applicable information required by the most current version of application Form 8700-299. Under the authority granted by Wisconsin Administrative Code, DNR may deny consideration of submittals that are incomplete. This includes applications missing required information and projects that may be significantly delayed by DNR review to determine compliance of the project with other state laws, such as Chapter 30, Wis. Stats. *Unless otherwise noted, all citations refer to Wisconsin Administrative Code.*

Completing the Form: Save the form onto your hard drive. ("Save as" your chosen file name.) Fill the form in electronically. Use the "TAB" key to exit a field so that it will automatically update. The "Enter" key may also update a field; then click in the next fillable field. Send a file of the completed fillable form with the submittals below.

Tips for a Better Application

- Read the entire application instructions, including Attachments prior to beginning your submittal to familiarize yourself with the eligibility criteria, application requirements and the scoring criteria that will be used to evaluate your submittal.

- Contact the DNR District Nonpoint Source (NPS) Coordinator in your area to discuss your project early. The coordinators may be able to provide you with assistance in planning your project. Find the local NPS Coordinator at: http://dnr.wi.gov/topic/nonpoint/NPScontacts.html.

- Before applying for a grant, spend some time discussing needs, goals, and expectations with the whole stakeholder community. A little pre-planning will pay dividends down the road.

- Certain governmental funds may **not** be used to fulfill the local-share requirement. These include funds from the DNR's Targeted Runoff Management Program, Municipal Flood Control and Riparian Restoration program, and the Department of Agriculture, Trade and Consumer Protection (DATCP) Soil and Water Management Grant program.

- If a consultant fills out your application, be sure to check the completeness and accuracy of the information. Remember, as the grant applicant, you are responsible for the accuracy of the information provided on your application and fulfilling necessary requirements.

- ***AND MOST IMPORTANTLY: Feel free to ask questions if you don't know how to proceed or need clarification on such topics as eligible costs or grant administration procedures.***

Contents of the Application

Part I. Screening Requirements: The information you provide in this part of the application is used by DNR to determine if the project meets basic eligibility criteria for funding under ch. NR 155. If the project passes this step, it will be reviewed and scored as outlined in the following sections.

Part II. Competitive Elements: A project earns points in this part of the application.

Part III. Eligibility for Multipliers: Providing answers to this question is optional. An applicant can increase the final score of the project if there is a local implementation program within the designated project area.

Applicant Certification: The grant application form must include the signature of the Responsible Government Official **(one who is authorized to sign contracts on behalf of the governmental unit)** for the governmental unit that is sponsoring the project.

Scoring the Application: Grants are awarded through a competitive process and DNR uses a scoring system when reviewing the applications. The *Scoring System Flow Chart* (Figure1*)* is included to help orient you to the process that will be used in scoring applications. The application will be given a score based on your responses, DNR knowledge of the project area, and the scoring criteria identified in the Instructions.

Application submittals must conform to the following:

- Submit one printed copy of the completed application form (DNR Form 8700-299), the most current version posted in January of each even numbered calendar year) with **original signature in blue ink**, and all attachments.

- Submit three additional printed copies of the completed, signed application form and all attachments.

- **All application pages containing text must be printed and copied double-sided; print colored maps and photos single-sided.**

- All pages in the application, **including maps**, must be 8.5 x 11 inches in size.

- Each page must be numbered and contain an identifying project name that matches the name listed in the required "Project Name" field on the first page of the application form.

- If you attach application responses on a separate sheet(s), each page must be numbered, include the project name and be labeled with the respective question description and number.

- **Submit one electronic copy of the completed application form in the fillable pdf format and all the application attachments on CD.**

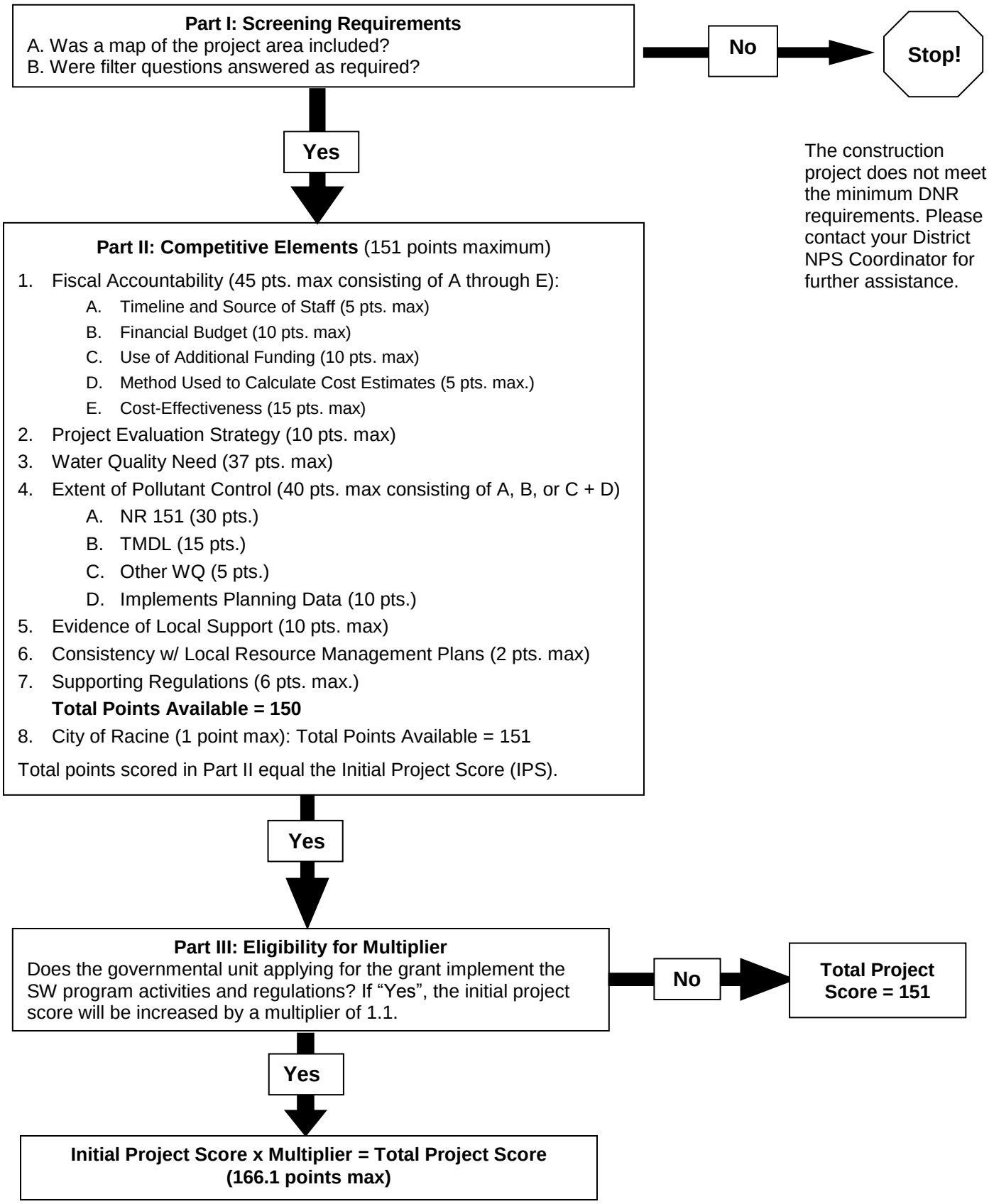
All application materials must be postmarked by midnight of the **April 15** following the January posting of the application on the DNR website.

Send to: Department of Natural Resources
Runoff Management Grant Coordinator - WT/3
101 South Webster Street
Madison, WI 53703

or

P.O. Box 7921
Madison, WI 53707-7921

Figure 1: Scoring System Flow Chart



Instructions for Completing Form 8700-299 for UNPS&SW Construction

This application collects applicant and project data. Before filling out this section, review **Part I. Screening Requirements** to determine the project's eligibility for a UNPS&SW grant and contact the local DNR Nonpoint Source Coordinator (find at: http://dnr.wi.gov/topic/nonpoint/NPScontacts.html) to discuss the proposed project.

Applicant Information and Project Name

The grant start year is the calendar year following this application year.

The Project Name should be a unique identifier of this particular project.

The Applicant must be a governmental unit. "Governmental unit" means any unit of government including, but not limited to, a county, city, village, town, tribe, metropolitan sewerage district created under ss. 200.01 to 200.15 or 200.21 to 200.65, Wis. Stats., town sanitary district, public inland lake protection and rehabilitation district, regional planning commission or drainage district operating under ch. 89, Wis. Stats., or ch. 88, Wis. Stats. "Governmental unit" also includes school districts.

The Governmental Unit's Official - Authorized Signatory is the Government Official that is authorized to sign the grant application on behalf of the governmental unit. It must be consistent with the Governmental Responsibility Resolution form submitted to the DNR (See **Attachment J**). The Grant Contact Person is the Government Official most directly involved in the implementation of this project. A consultant cannot be the Governmental Unit's Authorized Signatory or the Grant Contact Person. If the Grant Contact Person is the same as the applying Governmental Unit's Authorized Signatory, write in "same."

If you are submitting a joint application with another governmental unit, you must submit a DRAFT Intergovernmental Agreement (IGA) that meets the requirements of **Attachment I.**

Project Information

A. Location of Project Area

See **Attachment A**, Surface Water Data Viewer at http://dnrmaps.wi.gov/SL/?Viewer=SWDV, and the links in the application form for assistance in answering this question.

- Provide the name of the county and any other minor civil division(s), such as towns, cities or villages included in the project area.
- List the State Assembly and Senate district numbers.
- List the Town, Range (East or West), sections, quarter, quarter/quarter included in the project area. If all quarters or quarter/quarters are included in the project area, leave the Q or Q/Q answer cell blank.
- Provide the latitude **(North, 4 – 7 decimal places)** and longitude **(West 4 – 7 decimal places)** for a single point located approximately in the center of the project area. Indicate the method used for determining this data point.

B. Watershed, Waterbody and Pollutants

A watershed is the geographic area draining to a specific portion of a surface or groundwater resource. It is the area of land where all of the water that is under it or drains off of it goes into the same place. The watershed for a "major river" may encompass a number of smaller watersheds that ultimately combine at a common point. The state has been divided into 334 watersheds.

If the project is in more than one watershed, submit a separate application for each watershed, unless this application is for a street sweeper. The DNR understands that street sweepers may at times operate across watershed boundaries and a separate application is not necessary.

The **nearest waterbody** is the stream, river, or lake in closest proximity to the proposed project. The **primary waterbody** is the one for which credit is taken in the Water Quality Needs question of this application. In some cases, the primary waterbody is also the nearest waterbody. In others, the primary waterbody is another downstream waterbody, such as a river on the Clean Water Act section 303(d) list of impaired waters, which will benefit from the proposed project.

Watersheds in the United States were delineated by the U.S. Geological Survey using a national standard hierarchical system known as "hydrologic units." A hydrologic unit pertains to a surface water drainage area of a particular scale. Each hydrologic unit is identified by a unique hydrologic unit code (HUC) consisting of two to twelve digits. Twelve-digit HUC(s) represent sub-watersheds.

If the watershed, watershed code, water body, and 12-digit HUC are unknown, see **Attachment A** and Surface Water Data Viewer at http://dnrmaps.wi.gov/SL/?Viewer=SWDV for assistance in retrieving this information.

Nonpoint source pollution or polluted runoff may consist of any number of natural or human-made pollutants, such as fertilizer, pesticides, oil, grease, salt, and bacteria. Nutrients and sediment are two nonpoint source pollutants commonly addressed in UNPS&SW Construction grant projects.

C. Endangered and Threatened Resources, Historic Properties and Wetlands

Check the boxes of true statements if you know that these conditions are present. The DNR will evaluate applications selected for funding to determine compliance with these related state laws.

See **Attachment A** and http://dnrmaps.wi.gov/SL/Viewer.html?Viewer=SWDV&runWorkflow=Wetland for assistance in determining if wetlands may be present in the project area. Use both the Wisconsin Wetland Inventory and Wetland Indicators layers. If wetlands are potentially present in the project area, the project must be reviewed by a DNR Wetland Specialist.

D. Environmental Hazards Assessment

If this project involves excavation for an urban BMP or purchase of land or an easement, DNR requires that the Environmental Hazards Assessment (EHA) Form be submitted with the application. The EHA Form, 1800-001, is available at: http://dnr.wi.gov/files/pdf/forms/1800/1800-001.pdf. You must also consult the Remediation and Redevelopment (R&R) sites map found at: http://dnr.wi.gov/topic/Brownfields/rrsm.html and answer whether or not there are open or closed R&R sites anywhere on the property where the excavation will occur or on an adjacent property. View the map at a scale of 1:8529 or larger so you can see adequate detail. This scale will show up below the map as you zoom in on the site map.

When filling out the EHA Form, use the information from the Bureau of Remediation and Redevelopment RR Sites Map review and answers to the application Project Information Environmental Hazards Assessment question on the grant application to answer the history of contamination on or adjacent to the project property questions on the EHA Form. (Also see **Attachment H** for further information).

E. Alternative Funding Possibilities for UNPS&SW Projects

The proposed project may be eligible for a subsidized rate loan from the Clean Water Fund Program (CWFP) or Small Loan Program (SLP), whether or not you apply for a UNPS Construction grant. If applying for the grant, the portion of the project not funded by the UNPS Construction grant (including the Local Share) may be eligible. This application can serve as a Notice of Intent (NOI) to apply for CWFP or SLP loans. Check the box if you are interested in pursuing this financing option (whether you receive a UNPS Construction grant or not). The DNR grant staff will submit a copy of this application to the Clean Water Fund Program (CWFP). This submittal serves to waive the deadline for submitting an "Intent to Apply" form for CWFP funding; it is not a substitute for a CWFP loan application or interest rate subsidy application. For more information, visit the website at: http://dnr.wi.gov/aid/eif.html.

F. Pro-Rating for Existing versus New Development

A project must be in an area that is urban and in existence on October 1, 2004 to be funded. If the project will serve only **existing** urban development, check the box and the default percentage will be 100% since the entire project serves existing development. If the project includes new development, do not check the box. Enter the percent of the project area served by the BMP project that is **existing** urban development and attach the land use information and flow data for the present and future conditions of the project area. See Attachment B for definitions.

To determine the percentage of the project that serves existing development:

1. Identify the number of acres in the drainage area categorized by land use and identify which acres are existing urban areas and which are not. Existing urban development is considered to be that constructed prior to October 1, 2004. It does not refer to areas *only* zoned urban.

2. Urban land use should then be categorized by commercial, industrial, institutional, and residential, (high, medium, or low density) usage or both. Calculate the runoff volume using one of the following methods:

- If using a model like SLAMM (Source Loading and Management Model for Storm Water Management) or the urban catchment model, P8 (Program for Predicting Polluting Particle Passage through Pits, Puddles & Ponds) http://dnr.wi.gov/topic/stormwater/standards/slamm.html, calculate the volume on an average annual basis; **or**
- If using the U.S. Department of Agriculture (USDA) Natural Resource Conservation Service (NRCS) model TR-55 (Urban Hydrology for Small Watersheds, 2nd Edition, release 55) calculate the volume for the 2-yr, 24-hr design storm. You can find this publication at: http://www.nrcs.usda.gov/Internet/FSE_DOCUMENTS/stelprdb1044171.pdf.

3. Compare the volume from the existing urban land uses to the volume in the design condition. The design volume is based on the total runoff coming to the practice in the full build-out condition, using the average annual or the 2-year, 24-hour event (depending on what method was used to estimate existing urban flows). Calculate a percentage based on this comparison and enter it into the box for this purpose in the application form.

Note: The water quantity or flood control features of a BMP are not eligible for DNR Cost Sharing. To the extent known at the time of the application, such features must be taken into account in the Financial Budget Table of the application, by entering the project costs eligible for DNR Cost Sharing in Column C.

G. Project Description

Use the space available on the application form to provide this information. A good project description will communicate the fundamentals of the project so the reader will immediately understand the project. Please include:

- nonpoint pollution sources targeted by this project;
- water quality need; and
- best management practices (BMPs) for which DNR cost sharing is being requested. If providing additional information, please include it as an attachment at the end of the form.

Part I. Screening Requirements

This set of questions will help the DNR determine if the project is eligible for the UNPS&SW Construction grant program.

A. Maps and Photographs

Using a topographic map and aerial photograph obtained from the DNR's Surface Water Data Viewer (http://dnrmaps.wi.gov/SL/?Viewer=SWDV), on 8.5" X 11" copies, show the project boundaries and the perimeter of the project drainage area and the hydrologic unit. Include a North arrow on the map. Also, show major roads, including road names, in the project area. Be sure to label the map with the project name. Failure to submit a map may result in removal of the application from further consideration. See **Attachment A** for more information about the DNR's map viewers.

Submittal of an aerial photo of the overall project area and on-site project area photos may enhance the reviewer's understanding of the project and its location.

B. Filters

The filters help determine eligibility of the applicant and project for a UNPS&SW Construction grant. They are a means to measure whether an appropriate level of effort has been directed toward the success of the project and are used to determine the application's eligibility for grant funding. The applicant must be able to certify that statements 1 through 11 are ***TRUE.*** Statement 12 must be ***TRUE*** or become ***TRUE*** through DNR approval of wetland determination/delineation. If applicable to the project, statements 13, 14 and 15 must be true to be eligible for a grant.

Filter 1 requires that the proposed project is in a urban area, which is defined by 281.66, Wis. Stat., as: 1) an area with a population of 1000 or more per square mile (population is 1000 or more and density per square mile of urban area is not less than 1000/sq. mi.); 2) an area in which the land is used for industrial or commercial land uses; or 3) an area that is surrounded by an area described in 1 or 2. See **Attachment B** for more information.

Filters 2 – 4 are self-explanatory.

Filter 5 requires that the project, if not addressing a performance standard under NR 151, for example stream bank restoration, would not interfere with the governmental unit's ability to meet a performance standard at that location.

Filter 6 requires that the project not work in conflict with the performance standards under ch. NR 151. For example, a project could be proposed for stream bank/shoreline restoration, provided the practice would not interfere with the governmental unit's ability to meet a performance standard at that location.

Filter 8 requires the applicant to contact the local DNR NPS Coordinator to discuss the proposed project prior to submitting the application. See: http://dnr.wi.gov/topic/nonpoint/NPScontacts.html for NPS Coordinators by DNR Region. Include the contact date and information about what was discussed along with identifying the means of contact (i.e., e-mail, telephone call, etc). Permit issues and other potential obstacles to approval or eligibility of the proposed project should be discussed at this time. The NPS Coordinator will help you determine if the proposed project is viable and eligible.

Filters 9 and 10 provide confirmation that local ordinances meeting the performance standards of s. NR 151.11 and s. NR 151.12 for construction and post-construction administration and enforcement of erosion and runoff controls are in place at the time the application is submitted, as required by statute.

Filters 11 and 12 are specifically for projects involving installation of an urban storm water treatment practice, ponds or other structural practices and confirm that the proposed project is not located in any intermittent or perennial navigable water or wetlands. The DNR will **not** fund any urban storm water practice located in a navigable water or wetland, regardless of whether the practice is being installed to meet a WPDES storm water permitting requirement. If either of these situations exists, the application is ineligible for funding and should not be submitted. If the application is not for an urban storm water treatment practice, leave the box blank.

To validate answers to these filters, consult the web resources as follows:

- For intermittent or perennial waterways, visit DNR's Surface Water Data Viewer Map, 24K Hydro Layer at: http://dnrmaps.wi.gov/SL/?Viewer=SWDV. If the information shows the proposed urban storm water treatment practice will be located in a perennial stream, intermittent stream, or a wetland, the application is ineligible for funding and should not be submitted.

- For wetlands, visit the DNR's Wetlands & Wetland Indicators Theme data layer to confirm that the proposed storm water treatment practice will not be located in any wetlands: http://dnrmaps.wi.gov/SL/Viewer.html?Viewer=SWDV&runWorkflow=Wetland.

If the information shows the urban storm water treatment practice is ***not*** going to be located in a perennial stream, intermittent stream or a wetland, then proceed with the application, unless it is known that recently either:

- DNR made a navigability determination that the waterway is navigable or issued a waterway permit for the site, or

- DNR or the Army Corps of Engineers determined that a wetland is present.

If either of these determinations has been made, do not submit the application, as the project is ineligible. DNR staff will be reviewing all grant applications to verify that wetlands and navigability criteria are met.

If there is a potential for wetland presence, and the applicant chooses to continue the application process, a wetland determination and/or delineation must be, or must have been, completed by a qualified person in accordance with the DNR "Wetland Screening and Delineation Procedures Guidance" **and** show that the BMP will not encroach upon a wetland. A copy of the wetland determination/delineation must be provided to DNR.

Filter 13 If this is an urban project which requires the applicant to control the project site, the governmental unit must indicate if it already owns or has control of the property through an easement or construction/maintenance agreement. Otherwise, the applicant must include documentation demonstrating a positive commitment from both buyer and seller to pass control of the property to the applicant prior to the award of the grant. If the evidence presented does not satisfactorily confirm successful property acquisition or control, the project is not eligible for grant funding. Cost-sharing for property acquisition for a BMP installation may be reimbursed retroactively (see **Attachment F**).

Filters 14 – 15 are self-explanatory.

C. Best Management Practices (BMPs) For Which DNR Funding Is Requested

Check all BMPs for which DNR funding is requested. Eligible BMPs must be consistent with available storm water post-construction technical standards at http://dnr.wi.gov/topic/stormwater/standards/postconst_standards.html. Stream bank and shoreline stabilization practices are eligible for cost-sharing when used in urban areas, as necessary to filter or infiltrate urban runoff or to reduce sediment pollution caused by stream bank erosion. Also see **Attachment C**.

Nonproprietary storm water sedimentation devices, such as catch basins, settling tanks or vaults, are eligible for cost-sharing provided they have a minimum 3.0 foot sump and are modeled per Technical Standard 1006, "Proprietary Storm Water Sedimentation Devices".

Part II. Competitive Elements

The answers to the questions in this section are scored to determine how many points the project will receive.

Question 1. Fiscal Accountability	**40 total pts. max.**
A. Timeline and Source of Staff (data for example only)	**5 pts. max.**

Applications which provide a well-defined project timeline demonstrate that the governmental unit has already planned the project extensively. This indicates that the project is ready to proceed and that it will be successfully completed within the grant period. See Example 1 for sample data to include. It is also preferred, although not required, for the application to identify additional milestones that reflect additional detail. **Attachment C** contains policies for eligible engineering services funding.

Example 1. For each applicable milestone listed below, fill in the appropriate data. Identify additional milestones, as applicable to the project.

Milestone	**Target Completion Date (month/year)**	**Source of Staff**
Completion of design	**4/12**	**Consultant**
Obtaining required permits	**6/12**	**Engineering staff & Consultant**
Landowner contacts	**2/12**	**Engineering staff**
Bidding	**2/12**	**Engineering staff**
DNR approvals	**5/12**	**Engineering staff & Consultant**
Construction Contract signing	**5/12**	**Engineering staff & Contractor**
BMP construction	**6-7/12**	**Contractor**
Site inspection and certification	**8/13**	**Engineering staff & Consultant**

Project evaluation	**1/13**	**Engineering staff & Consultant**
Purchase street sweeper		
Other (specify)		

Scoring
Proposals which demonstrate a well-documented project-specific timeline and staffing plan will receive five points. Those projects with an incomplete or inadequate timeline or lack of staff will receive fewer points.

B. Financial Budget Table *(data for example only)* **10 pts. max.**

The maximum state cost-share rate for construction of urban BMPs is 50% of eligible costs. The total state share of the project, including design, construction and construction services cannot exceed $150,000. An additional maximum of $50,000 may be available to acquire land in fee or an easement for the construction of the structural BMP identified in the grant application.

Use the space available on the application form to provide a detailed list of the project's activities and sub-activities where cost separation is practicable. Applications with a more detailed budget demonstrate that the project planning by the governmental unit is more advanced and is virtually ready to bid. That project is more likely to be successfully completed within the grant period.

Review the following instructions carefully. They will help explain the principles of cost-sharing and funding caps as well as how the budget table is electronically populated based on some of the application answers. Examples of completed Financial Budget Tables with illustrative data are provided in Tables 1 and 2 below. It is also preferred, although not required, for the application to identify additional detail where cost separation is practicable.

The water quantity or flood control features of a BMP are not eligible for DNR Cost Sharing. To the extent known at the time of the application, such features must be taken into account in the Financial Budget Table of the application, by entering the project costs eligible for DNR Cost Sharing in Column C. Note that the 50% cost-share rate and the pro-rated % of area meeting definition of ***existing*** *urban development are taken into consideration in the eligible costs worksheet of below the budget table.*

Cost-share Eligibility of Permeable Pavement Installation

Permeable Pavement costs can only be shared at 50% of the incremental difference between the cost of conventional pavements and the permeable pavement. See the budget example 1 in Table 1 below.

Cost-share Eligibility of High-efficiency Street Sweepers

The costs for a high-efficiency sweeper can only be shared at a maximum rate of 50% of the incremental difference between the cost of a new mechanical broom sweeper and the high-efficiency sweeper. An example of a street sweeping project budget is provided in Table 2 below.

Cost sharing requirements for high-efficiency street sweepers are further covered in **Attachment C**.

Engineering Services

If a BMP construction project is selected for funding, reasonable engineering services are eligible for cost sharing. Engineering services could include design, staking, construction management, inspection, and certification services. **Attachment C** provides additional information regarding engineering services cost-share eligibility.

Design

Designs for which costs were incurred prior to submission of the grant application must conform to the requirements of NR 154 to be considered for reimbursement. The design must be approved by the local Region NPS Coordinator, who will take into account the following elements:

1. Adequacy of pollutant control to protect surface water, groundwater, and wetland resources in accordance with the objectives of a watershed plan. Applicable performance standards identified in ch. NR 151 may be considered and addressed in the detailed design.

2. Consistency with water quality provisions of DNR-approved plans, such a priority watershed or lake plans, integrated resource management plans, remedial action plans or wellhead protection plans, or with existing local storm water management ordinances or plans that meet minimum DNR requirements.
3. Structural integrity of the design.
4. Aesthetics.
5. The degree to which other environmental considerations are integrated in the proposal.
6. The adequacy of the provisions for long-term maintenance of the structural practice.
7. Other pertinent factors.

Retroactive design costs must be included in the total project budget. Design will only be reimbursed when submitting reimbursement requests for the construction of the project. Any design of urban BMPs must receive DNR approval as identified in s. NR 154.04(42).

Note: DNR approvals issued under this grant program do not automatically meet the approval requirements of other DNR programs, such as the Chapters 30 or 31, Wis. Stats. permits; see http://dnr.wi.gov/topic/waterways/ and http://dnr.wi.gov/topic/wetlands/programs.html. The applicant ***must*** apply separately for any DNR permits.

Land Acquisition and Easement

If land acquisition or easements are a part of this project, they may be eligible for cost sharing. A property acquisition proposal, as identified in **Attachment F**, must be submitted for those costs to be considered.

Table 1. Standard BMP

EXAMPLE 1. Financial Budget Table *(data entry fields are red in the example)*

Provide a detailed budget in this table for each of the proposed BMPs and ancillary activities checked in Part I.C. Enter costs for associated Engineering Services (design, construction management, and inspections) and Land Acquisition under Project Subtotals.

The state share may not exceed 50% of eligible costs. The grant amount is capped at $150,000 for the installation of eligible BMPs and a maximum of $50,000 for land acquisition.

A	B	C
List the BMP and detailed construction components of the BMP for which DNR funding is requested. Also list ancillary activities and those construction components for which DNR funding is requested.	**Estimated Total Cost ($)**	**Amount from Column B Eligible for DNR Cost Sharing ($)**
Wet detention pond		
Mobilization	**3,000**	**2,000**
Erosion Control Systems	**5,000**	**4,000**
Clearing & Grubbing	**5,000**	**4,000**
Excavation	**60,000**	**60,000**
Liner	**12,000**	**12,000**
Outlet Control Device	**20,000**	**20,000**
Spillway	**2,000**	**2,000**
Embankment & Freeboard Shaping	**5,000**	**5,000**
Storm Sewer Reroute	**6,000**	**6,000**
Permeable Pavement (add itemized list of costs)	**75, 000**	**25,000**
Cost of Conventional Pavement Installation = $50,000		
	-	**-**
Project Subtotals		
1. Construction Subtotal	$193,000	$140,000
2. Engineering Services (including design)	**66,000**	**61,000**
3. Construction and Engineering Subtotal (add rows 1 and 2)	$259,000	$201,000
4. Land Acquisition (Fee Title & Easement)	**$70,000**	**$70,000**
Project Grand Total (add items 3 and 4)	$329,000	$271,000

For items 1 through 4, Column B is the total cost to the applicant for the activity. Column C is the portion of the total cost that is eligible for DNR cost sharing. It may or may not be the same as the amount in Column B.

Some rows will fill automatically based on is entered in previous rows. For example, item 1. Construction Subtotal will automatically add the construction project components listed above. Row 3 automatically adds rows 1 and 2; the grand total is automatically summed from rows 3 and 4.

Street Sweepers

Cost sharing for high-efficiency street sweepers: Review the cost-sharing requirements for street sweepers in **Attachment C**. The amount eligible for cost sharing is the incremental difference between the cost of the new regenerative air, or vacuum-assisted sweeper and a new standard broom-type sweeper. Please also be aware that, in selecting the street sweeper BMP, additional non-cost-shareable measures to implement an accelerated sweeping program are required.

An example of a street sweeping project is provided in Table 2. Street Sweeper.

Table 2. Street Sweeper

EXAMPLE 2. Financial Budget Table - Street Sweeping Projects *(data entry fields are red in the example)*
The amount eligible for cost-sharing is the incremental difference between the cost of the new high-efficiency sweeper and a new standard broom-type sweeper. Please also be aware that, in selecting the street sweeper BMP, additional non-cost-shareable measures to implement an accelerated sweeping program are required. In the subsequent computations, you would multiply the $120,000 incremental expense by your grant's cost-share rate (for example, 50%) to determine the maximum state share amount (=$60,000).

A	B	C
Enter detailed construction components for each BMP and ancillary activity checked in Part I.C. for which DNR funding is requested.	**Estimated Total Cost ($)**	**Amount Eligible for DNR Cost Sharing ($)**
Bid cost of new regenerative air street sweeper	**220,000**	**100,000**
Cost of new broom-style street sweeper $120,000		
Project Subtotals		
1. Construction Subtotal		$100,000
2. Engineering Services (including design)		
3. Construction and Engineering Subtotal (add items 1and 2)	$220,000	$100,000
4. Land Acquisition: Fee Title & Easement		
Project Grand Total (add items 3 and 4)	$220,000	$100,000

Cost-Sharing Worksheet

After the Budget Table has been completed, the embedded calculation program will automatically calculate and self-populate the applicable cost-sharing amounts based upon the UNPS grant program's cost-share rates and funding caps for all but one of the rows' cells in the Worksheet. The requested state-share amount must be entered by the applicant.

If part of the project serves new development, the appropriate percentage should have been entered into Question D under the Project Information section; this percentage will then appear automatically under the "Prorate %" column.

The results of these calculations are also used to determine the scoring for the "Use of Additional Funding" question.

Example continued from Table 1

Eligible Costs:

Prorate % is inserted from the Project Information Question	Prorate %	Cost-Share %	
5. Construction and Engineering Services (Row 3C * Prorate % * 50%)	90%	50%	$ **90,450**

6. Land Acquisition (Fee Title & Easement) (Row 4C * Prorate% * 50%)	90%	50%	$	**31,500**

Cap Test:		
7. Construction and Engineering (Row 5 or $150,000, whichever is less)	$	**90,450**
8. Land Acquisition: (Row 6 or $50,000, whichever is less)	$	**31,500**
9. Maximum State Share: (sum of Rows 7 + 8)	$	**121,950**
State and Local Share:		
10. Requested State-Share Amount (enter requested grant amount)	$	**121,950**
11. Local-Share Amount (Column B Project Grand Total, less Row 10)	$	**207,050**

Identify the Local-Share Funding Source(s):

Example continued from Table 2 Street Sweeper

Eligible Costs:

Prorate % is inserted from the Project Information Question	Prorate %	Cost-Share %		
5. Construction and Engineering Services (Row 3C * Prorate % * 50%)	100%	50%	$	**50,000**
6. Land Acquisition (Fee Title & Easement) (Row 4C * Prorate% * 50%)	100%	50%	$	

Cap Test:		
7. Construction and Engineering (Row 5 or $150,000, whichever is less)	$	**50,000**
8. Land Acquisition: (Row 6 or $50,000, whichever is less)	$	
9. Maximum State Share: (sum of Rows 7 + 8)	$	**50,000**
State and Local Share:		
10. Requested State-Share Amount (enter requested grant amount)	$	**50,000**
11. Local-Share Amount (Column B Project Grand Total, less Row 10)	$	**170,000**

Identify the Local-Share Funding Source(s):

Eligible Costs

- **Row 5** automatically calculates the total cost-shareable construction and design eligible costs from the subtotal in Row 3, Column C, and multiplies that by the maximum 50% cost-share rate and the applicable proration factor.
- **Row 6** makes the same series of automatic computations for Total Land Acquisition eligible costs (Row 4, Column C).

Cap Test

- **Row 7** automatically takes the calculation from Row 5 or $150,000, whichever is less.
- **Row 8** automatically takes the calculation from Row 6 or $50,000, whichever is less.
- **Row 9** automatically sums [Rows 7 + 8].

State and Local Share

- **Row 10**: **Applicant must Enter** the grant amount request in this row. This is the requested State-Share Amount. You may request a state share equal to, or less than, the amount entered in Row 9. If requesting less than the maximum state share from Row 12, the project will score additional points under the "Use of Additional Funding" question.
- **Row 11**: After the requested state share is entered in Row 10, then Row 11 will automatically display the difference between Project Grand Total Costs (column B) and the State-Share Amount (Column B Project Grant Total less Row 10). This will be the amount of the local share of the project costs.

Identify the Local-Share Funding Source(s)

Describe how the Local-Share Amount will be funded. The following governmental funds may **not** be used to meet the local share requirements under the DNR's UNPS&SW Construction Grant Program:

- DNR's Targeted Runoff Management Grant Program,

- DNR's Municipal Flood Control and Riparian Restoration Program,
- Department of Agriculture, Trade and Consumer Protection (DATCP) Soil and Water Resource Management Grant Program.

Scoring

The score will be based on the level of detail expressed in the activity list included in the Financial Table Column A ***and*** *the identification of local-share funding sources. The* ***level of detail*** *included in the activity list will generally be scored as follows:*

- *Detailed list of project activities and sub-activities and costs* ***and*** *local-share funding sources identified: 8-10 points;*
- *Only major project activity categories and costs listed* ***and*** *local-share funding sources identified: 4-7 points;*
- *Poor project activity detail and lump sum amounts* ***and*** *local –share funding sources identified: 2-3 points.*
- *Lump sum amounts: 0 - 1 point*

C. Use of Additional Funding **10 pts. max.**

Applicants are encouraged to coordinate and leverage funds from a variety of sources (federal, state, local, etc.) for their projects. To this end, additional points can be earned by requesting UNSP&SW funding that is lower than the maximum allowable. Based on the Requested State-Share Amount the applicant entered in the Financial Budget Table "Cost-Sharing Worksheet", the project may receive additional points proportional to the amount the applicant reduces the eligible state share requested.

If additional funding sources reduce the local share but do not decrease the state share, then the project will not receive extra points. Note that cost-sharing funds from DNR's Priority Watershed Program, DNR's Municipal Flood Control Program, or the Department of Agriculture, Trade and Consumer Protection's (DATCP's) Soil and Water Management Program are considered part of the state share and not part of the local share. The state share must be below the funding $150,000 cap ($200,000 with land purchase) ***and*** less than the maximum 50% cost-share rate. The local-share percentage is not relevant here.

Note: Choosing the option of decreasing the state share below the maximum allowable state share and less than a 50% cost-share rate results in a lower cost-share rate in the grant agreement.

Scoring

Applicants must reduce the state share to a level below the maximum possible funding level to receive extra points. If the applicant requests less state funding than the Maximum State Share under the Cap Test in the budget table, the application will receive additional points: Scores will be assigned proportionately based upon the degree to which state funding is reduced below the eligible, maximum cost-share rate and the cap. For every percentage-point reduction in the maximum state cost-share rate, a half point will be earned, up to a maximum of ten points.

Some examples to illustrate this:
*1. Referring to the sample Budget Table 1, the project is eligible for a maximum state share of $121,950 for the urban project. The cost-share rate for the eligible portions of the project costs is 45% (Pro-rated project area is 90% and grant cost-share rate is 50% resulting in a cost-share rate of 45% on the project). If you requested a grant amount of $110,000 instead of the $121,950 the request results in a 41% cost-share rate on the eligible portion of project costs [($110,000/$271,000)*100% = 41%), this reduction of 4 percentage points provides 2 points here (4 percentage points * 0.5 score points = 2).*

2. For an over-the-cap project with $350,000 eligible for construction and $150,000 eligible for land acquisition (total request = $500,000), the maximum state share is capped at $150,000 for construction and $50,000 for land acquisition, totaling $200,000. This is an effective state rate of 40%. But if the applicant asks for only $100,000, the effective rate is 20% [$100,000/$500,000]. Since 20% is a reduction of twenty percentage points from the highest available state cost-share rate (40% in this instance), the project would receive 10 points.

D. Method(s) Used to Calculate Cost Estimates — 5 pts. max.

Check the appropriate box for the statement which describes how the cost estimates were derived. Provide the documentation that supports the method for the cost estimate attached to the application (design and bids/costs, information on similar projects, etc.) for the scoring level checked.

If the governmental unit has another cost estimate procedure that it believes will give a reasonable estimate for a cost-effective project, provide the information in an attachment.

Scoring

The evidence/documentation for the method checked must be provided to be awarded the score.

- *Project costs are based on completed detailed design and lowest competitive bid on the project. Construction components and costs in budget table should be detailed. Documentation to support the cost-estimate is attached to this application. (5 points)*
- *Project costs are based on completed detailed design with materials and labor costs based on similar, recently bid projects. Construction components and costs in budget table should be detailed. Documentation to support the cost-estimate is attached to this application. (4 pts.)*
- *Project design is not complete; however, the proposed project and costs are based on similar and recent projects and costs. Provide as much construction and cost detail in budget table as possible. Documentation to support the cost-estimate is attached to this application. (3 pts.)*
- *Project design is not complete and the cost estimate is based on an average or a range of projects and costs. Provide as much construction and cost detail in the budget table as possible. Documentation to support the cost-estimate is attached to this application. (2 pts.)*
- *Project and costs are less specific than choices above. Explanation of cost estimates is attached to this application. (0 – 1 pts.)*

E. Cost-Effectiveness — 15 pts. max.

This portion of Question 1 requires that the applicant justify that the proposed project is a reasonable approach to achieve the environmental benefits being sought. Parts 1. and 2., together, should provide the core of the rationale for the project.

Part 1. Complete part 1. by first providing in A., a description of the land cover/land uses and respective area estimates within the drainage area to be served by the proposed project. Land use examples include: commercial downtown, shopping center, commercial strip mall, hospital, office park, light industrial, high rise, medium industrial, multi-family, mobile residential, high density residential-no alley, high density residential with alley, schools, medium density residential-no alley, medium density residential with alley, low density residential, cemetery, part, suburban, open space/undeveloped. Then provide the data for B., C., and D. Part F. will be filled in automatically from the budget table. Part G. will be automatically calculated from the data provided.

Part 2. Justify why the project is a reasonable approach to achieving the project benefits being sought. The answer should address cost, effectiveness, site feasibility, available technical standards, and practicality. State the environmental benefits the project will provide. Primary benefits to consider include such things as pollutant reduction, habitat improvement, improvements to beneficial uses (recreation, fish, aquatic life, or water supply), reducing threats to public health, etc. One example, describe this project's contribution to the municipality achieving NR 151.13 or TMDL goals – what percent of total need? Secondary benefits may also be mentioned.

Part 3. Completing part 3. is optional. It is an opportunity to identify if an alternatives analysis was done and describe it; and, if so, explain why the alternatives are not recommended. Part 3. does not have to be answered, but is an opportunity to earn an additional three points.

Scoring

Parts 1. and 2., together, are worth up to twelve points. Part C.3. is optional and is worth up to an additional 3 points.

Question 2. Project Evaluation Strategy	10 pts. max.

Evaluation is an important component of a nonpoint source control project. After the project is completed, the grantee is required to provide a final report including evaluation information about the effectiveness of the project. Identify, under Part A, one or more urban performance standards/prohibitions and/or other priorities that will be addressed with your construction project. The pollutant loading changes or quantity of units managed by the project must be tracked and a description of the results must be provided to DNR in the final project report and to the storm water permit specialist responsible for your community. **The DNR requires including before and after photographs in the final report.**

Applicants should consider including in their application, an estimate of the number of gallons of runoff that will be captured/retained in a typical year using EPA's National Stormwater Calculator and provide the specific data used to calculate the gallons of runoff (e.g. Location, Soil Type, Soil Drainage, Topography, Precipitation, Evaporation, Climate Change, Land Cover, impervious/pervious cover). Applicants should also plan to estimate the impact of the implementation of the project through a Spreadsheet Tool for Estimating Pollutant Load (STEPL), which employs algorithms to calculate the load reductions that would result from implementation of various urban best management practices, as part of their final report.

Note: For stream bank erosion projects, applicants may calculate the change in pollution loading by estimating the tons of soil loss based on the length, height, and lateral recession per year for the site as well as visual assessment of the severity of the erosion. Applicants with stream bank erosion projects may use the Natural Resource Conservation Service's formula, which can be found on the web at https://efotg.sc.egov.usda.gov/treemenuFS.aspx. Click on Wisconsin; click on any County. Enter "streambank erosion" in the Search box. Open the Erosion Prediction folder, then see the Erosion Calculator Excel file. See the "ReadMe" sheet and the Streambank sheet. Also refer to the Word documents under the Streambank and Shoreline Erosion folder titled "Bank Erosion Potential Index Evaluation" and "Streambank Erosion".

Although funding for monitoring under Part B is not available at this time, additional points may be earned by monitoring the effectiveness of the project's BMP(s) and/or the pre- and post-project condition of the water resource. In order to earn these additional points, you must submit a summary of the project-specific supplemental monitoring strategy with this application. For projects that propose to do monitoring, a requirement will be included in the grant agreement stating so or stating that the grantee will complete the project per the activities identified in the application.

Scoring

If the appropriate performance standards or other priority measurements (Part A.) are checked, up to two points will be awarded. If the two points are awarded, up to eight points under Part B. can be earned for projects that will monitor in-stream physical habitat, fisheries, biological, or chemical conditions, and/or BMP effectiveness, such as through inlet/outlet monitoring. A one-page, project-specific monitoring strategy must be included to earn points in Part B.

Part A is worth up to 2 points.

Part B.1 is worth up to 2 points for completeness of the monitoring and evaluation strategy relative to the proposed project. A one-page, project-specific monitoring strategy must be included to earn points for B.2 or B.3.

B.2 and B.3 are each worth 3 points; therefore, up to 6 points can be earned for projects that will monitor BMP effectiveness, such as through inlet/outlet monitoring (3 pts.), ***and*** *the physical habitat, fisheries, biological, or chemical conditions of the nearest water resource (3 pts.). The project-specific monitoring strategy must be included to earn points for B.2 or B.3. Any proposal to do monitoring will be included as a requirement in the grant agreement. Grant funding is not available for monitoring at this time.*

No points are awarded for B.4, since it is for DNR informational use only.

Question 3. Water Quality Need	37 pts. max.

Identify the one water quality need category that best describes what the project will address by checking the box on the application form. Only one category should be selected for a project.

This question deals with consistency of the project with DNR priorities and the water quality needs of the surface or ground water resource affected by the proposed project. Projects may address water quality needs associated with both rehabilitation and/or protection of surface water and ground water.

A project is considered "directly dealing" with a waterbody on the list if the location of the project is within the watershed (HUC 10) and upstream of the listed waterbody, but not any farther upstream than the first impoundment for projects that propose to manage soil/sediment inputs.

One source of information to answer this question is the State of the Basin reports provided by the DNR. Some of these reports are available on the DNR website at: http://dnr.wi.gov/water/basin/ or from the District NPS Coordinator. For the Upper Chippewa Basin and Lake Superior Basin, you will need to contact the District NPS Coordinator to obtain the most current information.

For some border waters (along the Mississippi River or the Great Lakes), there are no State of the Basin reports. For these situations, another governmental document, accepted by the District NPS Coordinator, can be used to classify the resource into one of the categories. Please speak with your District NPS Coordinator for assistance with this.

Check the most applicable box for the project area.

Surface Water Considerations:

See **Attachment A** and Surface Water Data Viewer at http://dnrmaps.wi.gov/SL/?Viewer=SWDV for assistance in identifying surface waters in categories A through D.

A. Clean Water Act Section 303(d) List
A project with water quality goals directly dealing with a waterbody (lake or stream) on the s. 303(d) List as submitted by DNR to EPA, where the cause of the water quality impairment or degradation is caused by nonpoint sources and the project will reduce the type of nonpoint pollutants for which the water is listed. Generally, these waters are identified as being in the nonpoint source-dominated or point source/nonpoint source-blend categories. See **Attachment A** and for identification of waters on the section 303(d) List. Provide the name of the applicable impaired water and the pollutant causing the impairment.

B. Outstanding or Exceptional Resource Waters or Other Areas of Special Natural Resource Interest
A project with water quality goals directly dealing with prevention of degradation due to nonpoint sources of outstanding resource waters (ORW) (per s. NR 102.10) or exceptional resource waters (ERW)(per s. NR 102.12) or other areas of special natural resource interest (ASNRI). Provide the name of the applicable ORW, ERW or ASNRI.

- Find NR 102 at: http://www.legis.state.wi.us/rsb/code/nr/nr102.pdf .
- To locate ORW/ERW and other Areas of Special Natural Resource Interest (ASNRI) using DNR's Surface Water Data Viewer, go to: http://apwmad0d1600/SL/Viewer.html?Viewer=SWDV&runWorkflow=DesignatedWaters.

C. Not Fully Supporting Uses
A project with water quality goals directly dealing with a water body (lake or stream) identified in a Departmental Basin Plan or Watershed Plan update to a Basin Plan as not supporting designated uses due to nonpoint sources, but is not on the section 303(d) List. In newer plans, these waters are categorized as "supporting" (as opposed to "fully supporting") designated uses; in plans prior to 2010 they were labeled as "partially meeting" designated uses.

D. Surface Water Quality
A project with water quality goals directly dealing with prevention of degradation of surface water quality due to nonpoint sources.

Groundwater Considerations:

For assistance with this section, consult the local DNR Drinking Water and Groundwater Specialist. Find the contact name at: http://dnr.wi.gov/topic/drinkingwater/documents/countycontacts.pdf .

E. Exceeds Groundwater Enforcement Standard
A project with groundwater quality goals where representative information indicates that stormwater pollutants are present in groundwater at levels that exceed groundwater Enforcement Standards. Representative information includes at least one sample per square mile, and of the samples taken, greater than ten percent should exceed the enforcement standard.

F. Exceeds Groundwater Preventive Action Limit
A project with groundwater quality goals where representative information indicates that storm water pollutants are present in groundwater at levels that exceed the Preventative Action Limit. Representative information includes at least one sample per square mile, and of the samples taken, greater than ten percent exceed the preventive action limit.

G. Groundwater Quality
The project area is within a geological area, defined in **Attachment G,** as susceptible to groundwater contamination.

Scoring
Identify the one water quality need category that best describes what the project will address by checking the box on the application form. Only one category should be selected for a project.

Points will be awarded as follows:

- *Category A: 30 points*
- *Category B: 30 points*
- *Category C: 20 points*
- *Category D: 10 points*
- *Category E: 30 points*
- *Category F: 20 points*
- *Category G: 10 points*

Public Drinking Water Supply Bonus Points **7 pts. max.**

In addition to the points awarded for the water quality need, a project with water quality goals relating to reducing nonpoint source contaminants in community and non-community public drinking water supplies may earn up to seven bonus points.

If the project's water quality goal is indicated by the applicant checking box E, F, or G in the main part of the question, then the project is considered to be a groundwater protection project. If this is the case, then the number of bonus points awarded is based on the type of water supply wells in the project area. Applicants should contact the DNR District to determine the type and location of wells affected. The geographic location of the project will have to be provided to the DNR staff so they can make the determination based on maps which may not available to the public.

If the project's water quality goal is indicated by the applicant checking box A, B, C, or D in the main part of the question, then the project is considered to be a surface water protection project. If this is the case, then the number of bonus points awarded is based on the specific surface water drainage area where the project is located. **Attachment E** contains a map that shows drainage areas for which bonus points can be awarded and the number of bonus points corresponding to each area.

Bonus points may only be awarded in one category (ground water or surface water).

Scoring

Bonus 1: Groundwater protection projects:

Bonus 1.a.: *If the applicant checks box A (Municipal, Other-Than-Municipal (OTM), or Non-Transient water supply), then seven bonus points will be awarded.*
Bonus 1.b.: *if the applicant checks box B (Transient water supply), three bonus points will be awarded.*
Bonus 1.c.: *If the applicant checks box C, no bonus points will be awarded.*

Bonus 2: Surface water protection projects: *If the project will affect a surface water drinking water supply, then the points will be awarded in accordance with the Figure key in* ***Attachment E.***

Question 4. Extent of Pollutant Control	**40 pts. max.**

Select A. or B. or C. Complete Part D., as applicable.

Part A. Ch. NR 151 Performance Standard for Total Suspended Solids: This question rewards projects that focus on controlling total suspended solids (TSS) carried in existing urban area runoff that enters waters of the state, as part of a NR 216 municipal separate storm sewer system (MS4) permit. The performance standard code language is located at s. NR 151.13 (see http://docs.legis.wi.gov/code/admin_code/nr/100/151). This does not include stream bank restoration.

Points are awarded only for projects in municipalities that are not currently achieving the required 20% reduction in TSS.

Under s. NR 155.12(31), NR 155.14(2)(d) and s. NR 155.17(2)(b)3, a project must be in an area that is urban and in existence on October 1, 2004 to be funded under a UNPS&SW-Construction Grant (see **Attachment B**).

Part B. Total Maximum Daily Load Allocations: This question rewards projects that focus on controlling pollutant(s) of concern carried in existing urban area runoff that enters waters of the state only if a reduction in storm water allocation for the pollutant(s) is assigned in the TMDL. This does not include stream bank restoration.

If a municipality has already met the requirements for one pollutant, but not another, this response be checked.

Part C. Other Water Resources Management Priority: Projects which address water resources management priorities, other than the performance standard or TMDL goal identified above, will receive fewer points. Applicants must describe the priority and how the project addresses that priority.

Examples are:

- Total suspended solids (TSS) control in a governmental unit which is already in compliance with NR 151.13;
- TSS control in a governmental unit which is **not** subject to a NR 216 storm water pollution prevention permit;
- TSS control in a governmental unit which is already in compliance with NR 151.13 and/or is not assigned a reduction in storm water allocation in the TMDL;
- A pollution source for which there is no standard of performance listed in ch. NR 151, for example a project to control streambank erosion or to meet a thermal standard.

Part D: Additional points can be earned if the applicant demonstrates **both** of the following:

- The applicant has quantitative data that ranks the relative severity of pollution sources affecting the water resources to be benefited by the proposed project; **and**
- The proposed project addresses a pollution source in the top 50% of a ranked list that is arranged from highest to lowest in pollutant generation.

Analysis areas within which pollution sources are ranked may be on a watershed, sub-watershed, or municipal scale. The ranking must be based on pollutant-loading or other factor that allows comparison of pollution sources. Relative rankings may be within a single pollution category (such as phosphorus or Total Suspended Solids) or may be for all sources contributing a specific pollutant (such as a ranked list of all stream bank erosion sources within the analysis area). The data may be documented in a file report, an approved plan, or a published document. Your answer **must** describe that analysis regarding this project and provide the priority ranking assigned by the analysis to this particular project.

Scoring *Applicants may earn points for either A, or B, or C.*

Part A: If the project addresses the NR 151 performance standard for Total Suspended Solids (TSS) in runoff from an existing urban development area, it will be awarded thirty points.

Part B: If the project addresses TMDL-assigned pollutant(s) reduction in storm water runoff from an existing urban development area, it will be awarded fifteen points.

Part C: If the project addresses any other water resources management priority than in A or B, it will be awarded five points.

*Part D: Ten points will be awarded if the application materials **explain** the quantitative planning data which exists, the project targets sources in the top 50% of the ranked pollution source list, and the applicant provides references to the applicable planning data.*

Question 5. Evidence of Local Support — 10 pts. max.

This question assesses the willingness of partners (governmental units, landowners) to proceed with the project. If the local share is already budgeted and if the community within the project area has already indicated its support, then it's more likely that the project will be successfully completed within the grant cycle. Include evidence of the budget and public outreach with the application.

Part A: DNR recognizes that this application is due prior to the adoption of most governmental unit budgets. DNR expects the applicant to assure that the local costs for this project are being proposed for immediate funding as part of the budget development process. If the project is selected for funding, DNR will require firm evidence that the local share is approved by the governmental unit before the grant document will be finalized.

Part B: Indicate if there have been public information activities conducted about the proposed project to inform the public and the immediate neighborhood and to gauge the level of community support for this **particular** project. Summarize the type of area contacts and the public response, paying particular attention to obvious support or opposition to the project. If there is specific opposition to the project, explain what steps the applicant will take to address the opposition and why the grant should be offered at this time.

***Scoring** Evidence is required for a score.*

For Part A: points will be awarded as follows:

Six points, if the Local-Share funds for this project's construction/installation expenses are already included specifically in the governmental unit's adopted budget;
or
Four points, if the municipality or utility has included this project's anticipated costs within its adopted Capital Improvement Plan;
or
Two points, if the Local-Share funds are or will be included in the governmental unit's proposed budget.

For Part B: points will be awarded as follows:

Four points, if Part B.1. is checked "Yes" (the governmental unit has already conducted public outreach activities about the proposed project with property owners in the immediate project area);
or
Two points, if Part B.2. is checked "Yes" (the governmental unit has discussed the project at a governmental meeting open to the public).

Evidence of the budget and public outreach must be included with the application for a score here.

The Department recognizes that public input is not required for proposed requests for high-efficiency street sweepers as this is considered normal and usual governmental purchasing procedure. If this is a project to purchase a street sweeper, you may check Box B.1. "Yes."

Question 6. Consistency with Local Resource Management Plans — 2 pts. max.

Applicants following locally approved resource management plans are more likely to have a successfully implemented project.

This question rewards projects that are implementing a water quality recommendation from a locally-approved resource management plan. These include, but are not limited to, local storm water management plans, wellhead protection, lake

management, and remedial action plans, regional water quality plans, Smart Growth plans, Green Tier Legacy Community plans, Water Star plans and other watershed-based nonpoint source control plans. In Part A, summarize, in narrative, in the space provided, which water quality recommendation in the approved resource management plan the proposed project will implement. This information must be provided to earn the points.

(This answer does not include a TMDL report, TMDL implementation plan, or County Land and Water Resource Management Plan.).

Scoring

Up to two points will be awarded for existing, locally approved resource management plans (other than TMDL reports, TMDL implementation plans, or County Land & Water Resource Management Plans) that directly support the proposed project in this application. The following information must be provided to earn the points.

- *Document name/title, date of publication, pertinent page numbers; URL or pages attached to application.*
- *Summarize the water quality recommendation and describe how it relates to the goals of the proposed project.*

Question 7. Supporting Regulations — 6 pts max.

Applicants with supporting regulations in place are more likely to have a successfully implemented project.

Part A: Examples of supporting regulations for **developed** areas include ordinances for nutrient application, pet waste disposal, or detection and elimination of illicit dumping into the storm drain system. The ordinances must be consistent with the non-agricultural standards under s. NR 151.13.

Part B: Other regulations to reduce water quality impacts in **newly developed** areas may include, but are not limited to, local zoning ordinances, such as those for conservation design., or other local regulations which reduce impacts on water quality in new development. Qualifying municipal-wide regulations are those that are not specifically required by construction site or MS4 storm water WPDES permits.

Describe the regulations indicated in A. and B. and how the regulations relate to the goals of the project in this application in the narrative space provided.

Scoring

For Part A., up to three points will be awarded for a description of at least one ordinance as it relates to the goals of the project.
For Part B., up to three points will be awarded for a description of at least one local regulation as it relates to the goals of the project.

Question 8. City of Racine — 1 pt. max.

Check the box on the application form if this is an application from the City of Racine for a project that is necessary to enable the city to comply with a storm water permit requirement.

Scoring

One additional point will be awarded if applicable.

Part III. Eligibility for Multipliers

An applicant can increase the final project score by qualifying for an optional project multiplier.

Local Implementation Program (Select all that are in place as of the date of application submittal.)

The project score multiplier may be used to increase the initial project score for projects where a local government conducts additional activities which implement a broader storm water management program within the designated project area. The DNR will use the information provided to determine whether a multiplier is appropriate, consistent with s. NR 155.19(4). If the project does not qualify for a project multiplier, the initial project score will be the final score.

Implementation of an urban pollution prevention information and education program targeted for property owners and other residents would address such things as management of tree leaves and grass clippings, fertilizer and pesticide management, pet waste management and restrictions on dumping and illicit discharges into the storm drain system.

Scoring

The DNR will multiply the initial project score, from Parts II. of this application, by a factor of 1.1, if you answer "Yes" to A and C and also answer "Yes" or "N/A" to B. All activities must be in place at the time of application submittal to receive credit.

Optional Additional Information

There may be aspects of the project that do not fit neatly into the categories covered by this application but will lead to a better understanding of the project by the grant application reviewers. Enter this information in the space provided.

Applicant Certification

The Authorized Representative (who is authorized to sign contracts on behalf of the local unit of government) must sign as shown on the Municipal Responsibility Resolution (see **Attachment J**), and date the application form prior to submittal to the DNR. All four copies must be dated and include the Municipal Representative's signature and the signed Municipal Responsibility Resolution (see **Attachment J**). In addition, an electronic version of the application form must be submitted on CD.

Attachment A: Geographic and Water Resources Information for Watersheds

You can look up the necessary geographic and water resources information on the DNR's website on the Surface Water Data Viewer (SWDV). The SWDV provides information about water resources; *i.e.*, watershed name, watershed code, impaired waters, areas of special natural resource interest (ASNRI), and NPS rankings. The following instructions will help you get the basic map layers set up so you can also find things, such as the township, range, section, or the name of your receiving water. If you need additional help, please contact your District NPS Coordinator listed at http://dnr.wi.gov/topic/nonpoint/NPScontacts.html.

Go to: http://dnrmaps.wi.gov/sl/?Viewer=SWDV

1. Use either the Find Location tab followed by the Find Location tool, or the Zoom In tool to go to the project area.

2. Once in the project area, click on the Show Layers tool to select the:

   - ***Impaired Waters 303(d) layers***
   - ***Assessment Data for NPS ranking and Wisconsin Buffer Initiative Watersheds***
   - ***Designated Waters*** http://apwmad0d1600/SL/Viewer.html?Viewer=SWDV&runWorkflow=DesignatedWaters ***(also find O/ERW at the CWA Standards & Uses layer)***
   - ***Permits & Ordinances for completed navigability determinations (not all streams have been assessed)***
   - ***Wetlands & Soils for the Wetland Inventory and Wetland Indicators layers (use both)***
   - ***Water Resources for Watersheds***
   - ***Federal Hydrologic Units for Subwatersheds and Watersheds***
   - ***Map Indexes for USGS Quads***
   - ***Base Maps for cities, roads & waterway, air photos and topo maps***

3. Click boxes within the above layers to get to greater detailed information about the location. For example, in ***Assessment Data***, click the boxes for Nonpoint Source (NPS) Waterbody Rankings and Wisconsin Buffer Initiative Watersheds.

4. Use the Point Identify tool to get a list of information related to the site for each map layer open. Click on the Identify button and then on the map location you are interested in to view information about that point.

5. The results will appear on the left side. You can scroll to see all of the data or choose to print it. If you do not see the necessary information on the left of the screen, you probably need to zoom in more.

6. If you do not see Wisconsin Buffer Initiative Watersheds information, it is because you are not zoomed in or because your project is not located in a WBI watershed and consequently there is no information available. WBI watersheds are shaded and contain an alpha-numeric code, (*e. g.*, 34-L). Areas outside WBI watersheds are white (not shaded) and carry no alpha-numeric code.

7. To find the associated latitude and longitude of a point, click on the map; to the far right on the tools bar the coordinates of the clicked location appear.

Attachment B: Definition of Urban Project Area for Funding Under UNPS&SW Grants

Disclaimer: This attachment contains a summary of the statute and administrative rules requirements. Where discrepancies exist, the provisions of the statute and rule will govern.

Under 281.66.(3), Wis. Stat. and NR 155, a project must be in an area that is urban and in existence on October 1, 2004 to be funded under a UNPS&SW-Construction Grant.

An "urban area" is:

- **An area with a population of 1,000 or more and the population density averages 1000 or more persons per square mile of urban area.**
    - This criterion applies to residential areas.
    - The population density must correlate to the project area. If the project area covers only part of a governmental unit, then the density calculation should be based on the population and area within the project area boundary.
    - The existing population in the project area shall be that shown by the latest decennial census or by subsequent population estimate under s. 16.96, Wis. Stats. For annually revised population estimates, refer to the Wis. Department of Administration, Division of Inter-Governmental Relation's Website at: http://doa.wi.gov/demographics and reference the applicable population or population estimates. Other population projections may be obtained from the applicable Regional Planning Commission.
- **An area in which the land is used for commercial land uses.**
    - This includes a variety of commercial land uses such as strip commercial, office parks, shopping centers and downtown commercial.
    - This classification also includes governmental, institutional, transportation and recreational uses that contain source areas (such as parking lots, streets, storage areas, large landscaped areas) generating an above average amount of rainfall runoff volumes and/or pollutant loads.
- **An area in which the land is used for industrial land uses.** Eligible industrial land uses are more difficult to determine because eligibility is affected by other issues including whether the industrial land is publicly or privately owned and whether the areas are covered by storm water permits issued under ch. NR 216. The following industrial land uses are considered eligible for funding under the UNPS&SW Grant program:
    - Manufacturing and non-manufacturing industrial land uses owned or operated by a governmental unit or the UW Board of Regents, including sites requiring coverage under subch. II of ch. NR 216;
    - Manufacturing and non-manufacturing industrial land uses that are privately owned, but only those source areas (such as some separate employee parking areas or landscaped areas) that are not covered by a ch. NR 216 storm water discharge permit. These would be areas that are not considered to be contaminated with industrial activity.
- **An area that is surrounded by an area described above.** Island parcels of land that are completely surrounded by urban land covers may also be considered urban, even though the existing land cover may be something else.

Attachment C: Additional Best Management Practice Information

Disclaimer: This attachment contains a summary of the administrative rule requirement. Where discrepancies exist, the provisions of the rule will govern.

Cost-Share Rate and Funding Caps for UNPS Construction Projects

The maximum state cost-share rate for installation of urban best management practices (BMPs) is 50% of eligible expenses. The maximum state share of the project for engineering and construction is $150,000. Designs must receive Departmental approval before construction begins [as identified in s. NR 154.04(42)].

Land acquisition and the purchase of easements necessary to install structural urban practices are also eligible for up to 50% state cost-sharing, and the state share is limited to a separate cap of $50,000. Land acquisition and easements will only be eligible if the project is installed. Appraisals and other acquisition costs necessary to acquire the property are eligible as part of the purchase.

While grant funding may only cover work actually performed during the grant period, the Department may cost-share design and land acquisition completed prior to submittal of the grant application or receipt of the grant contract. Subsequent reimbursement is contingent upon the applicant receiving all appropriate approvals [identified in ch. NR 155, see **Attachment G,** and s. NR 154.04(42)]. The governmental unit may only be reimbursed once the BMP has been installed and certified as constructed according to engineering specifications.

Eligible Urban BMPs

BMPs are eligible for cost-sharing in accordance with storm water technical standards developed and disseminated under subch. V of ch. NR 151. BMPs must have been determined by DNR to be effective means of preventing or reducing pollutants generated from nonpoint sources to a level compatible with water quality objectives.

- See some limitations under “Pro-rating for Urban BMPs” below.
- Streambank and shoreline stabilization practices are eligible for cost-sharing when used in urban areas, as necessary to filter or infiltrate urban runoff or to reduce sediment pollution caused by stream bank erosion. See NR 154.04(20)
- Note: DNR will not provide cost sharing for a storm water treatment practice situated in a navigable water or wetland.

Eligible permeable pavement BMP costs are the permeable pavement-specific costs for engineering, materials and installation that are in excess of conventional pavement costs for the same project footprint. Provide the cost estimates for the project constructed as a conventional pavement project and as a permeable pavement project. The project costs can be shared at 50% of the incremental difference between the cost of the conventional pavement and the permeable pavement, up to the grant cap of $150,000.

Nonproprietary storm water sedimentation devices, such as catch basins, settling tanks or vaults, are eligible for cost-sharing provided they have a minimum 3.0 foot sump and are modeled per Technical Standard 1006, “Proprietary Storm Water Sedimentation Devices”. Deepening the sump will not increase the WinSLAMM modeled sediment removal efficiency; however, extensive research by the University of Alabama on catch basin sump pollutant removal determined that a sump of at least 3 feet deep should be used to provide additional sediment storage and scour protection.

Pro-Rating for Urban BMPs

The State can only provide cost-sharing for the water quality portion of a BMP designed to control runoff from existing development. Projects solely focused on new development, or to solve drainage and flooding problems, or for dredging, are not eligible for funding. Cost-share allocations will be prorated for projects that combine eligible and ineligible components.

High-Efficiency Street Sweeper

Purchase of a high-efficiency street sweeper as part of an accelerated program will be eligible for an Urban Construction grant in accordance with the following:

- Street sweeping involves the removal of grit, debris, trash and fine particulate material from urban impervious areas such as streets, parking lots and sidewalks. For purposes of this grant program, street sweeping is intended to significantly reduce the pollutant load in the existing urban areas served by storm sewers with curb and gutter. The expectation is that this will be accomplished through the use of a high-efficiency/combination sweeper. Examples of high-efficiency sweepers are regenerative air sweepers or sweepers that are a combination of a broom and vacuum sweeper in a single unit. Even the newest mechanical brush or broom sweepers are not considered high-efficiency sweepers and would not be eligible for cost sharing.

- Limitations to Funding:

  1. This grant program can only fund one high-efficiency sweeper per governmental unit;
  2. The costs for a high-efficiency sweeper can only be shared at a maximum rate of 50% of the incremental difference between the cost of a new mechanical broom sweeper and the high-efficiency sweeper;
  3. Cost-sharing may not be provided for the operation and maintenance costs of a street sweeper, including disposal of the material collected by the street sweeper (although it should be disposed of in a manner approved by the Department) or for staff to operate the street sweeper.

- Accelerated Program:

  For a governmental unit requesting cost sharing for a high-efficiency sweeper, the following activities should be adopted to maximize the effectiveness of the program:

  1. Alternative side parking policies to allow the street sweeper complete access to the full length of the curb, as with snow removal;
  2. Sweeping in the spring before spring rains wash the finer particles off the streets;
  3. Sweeping in the high-density residential, commercial and industrial areas designated in the grant application, from the period of spring thaw through fall leaf pick-up, on a weekly schedule;
  4. Continuation of the accelerated level of sweeping for a minimum period of ten years; and
  5. Separate leaf and litter pick-up and proper disposal.

Projects Requiring Permits Under Chapters 30 and 31, Wis. Stats.

State and local administrative permit fees are not eligible for cost-sharing.

Projects Requiring Chapter 30 or Chapter 31 Permits. There are projects that will require a Chapter 30 permit, or a Chapter 31 permit or plan review, from the DNR. These include projects that may result in grading along a navigable water, that may result in drainage to a non-navigable wetland or that may require construction of a dam. Although you may submit your application for these types of projects prior to obtaining your permit, DNR reserves the right to deny consideration or funding if it believes the permitting process might significantly delay your project beyond the allowable project period. If this is the case, DNR will request that you re-submit your application during a subsequent application cycle.

In order to avoid unanticipated problems during the grant award process, it is suggested that you contact the water management specialist for your area to discuss whether serious delays are likely to occur during the permitting or plan review process and whether changes to the project might make the process easier.

Information about permits and plan review requirements under chs. 30 and 31, Wis. Stats., can be found on the Department's web site at: http://dnr.wi.gov/topic/waterways/ .

The contacts for regional water management specialists are on the DNR web site at: http://dnr.wi.gov/topic/waterways/contacts.html.

Water management contact names are also available from the District NPS Coordinators. See NPS contacts at: http://dnr.wi.gov/topic/nonpoint/NPScontacts.html .

Attachment D: Summary of Non-Agricultural Performance Standards

Disclaimer: This attachment contains a summary of the administrative rule requirement. Where discrepancies exist, the provisions of the rule will govern.

Consistency Requirement

To be consistent with non-agricultural performance standards under ch. NR 151 the project must comprehensively address the performance standard that the project focuses on. In addition, local standards addressed by the project (*e.g.*, thermal) must not work at cross-purposes to the State standards. The following criteria apply:

- A project may address **one or more** of the following performance standards for a given geographic area:
  - Construction site performance standards for new development and redevelopment (s. NR 151.11);
  - Post-construction performance standard for new development and redevelopment (s. NR 151.121-128 and NR 151.241-249);
  - Developed urban area performance standard (s. NR 151.13).

Non-Agricultural Performance Standards

The following is a summary of non-agricultural performance standards under subchapters III and IV of ch. NR 151. The administrative code should be consulted for more detailed information.

Section NR 151.11: Construction Sites in New Development and Redevelopment

During construction, land disturbance of one acre one or more will need to control 80% of the sediment load coming off the construction site to the maximum extent practicable. Until January 1, 2013 the performance standard will be a discharge of no more than 5 tons/acre/year. In addition, these sites must also prevent tracking of sediment onto roads; prevent the discharge of sediment during site de-watering; protect storm drain inlets; prevent the discharge of sediment from disturbed areas into adjacent waters of the state, prevent the discharge of sediment from drainage ways that flow off the site; prevent the discharge of sediment eroding from soil stockpiles existing for more than seven days; prevent the discharge of sediment from erosive flows at outlets and in downstream channels; prevent the transport of runoff into waters of the state of untreated wash water from vehicle and wheel washing and properly use, store and dispose of chemicals, cement and other construction materials. Preventive measures include maintenance of existing vegetation especially adjacent to surface waters when possible; minimization of soil compaction and preservation of topsoil minimization of construction activity or slopes of 20% or more; and development of a spill prevention and response plan.

Section NR 151.121-128: Post-Construction in New Development and Redevelopment

Construction sites of one acre or more that were subject to the construction performance standards of s. NR 151.11 must provide storm water management plans that meet the performance standards listed below:

- **Total Suspended Solids**
  80 percent of the total suspended solids that would normally run off the site in an average year must be retained. The reduction goal for redevelopment is 40% for parking lots and roads. For in-fill development under five acres that occurs prior to October 1, 2012, the reduction goal is 40%. All other in-fill development has a reduction goal of 80%.

- **Peak Discharge Rate**
  The pre-development peak runoff discharge rate for both the 1 year, 24hour and the 2-year, 24-hour design storm must be maintained or reduced.

- **Infiltration**
  A portion of the volume of water running off the site must be infiltrated.

  For low connected impervious land uses, (up to 40% connected imperviousness), infiltrate 90% of the pre-development infiltration volume. No more than one percent (1%) of the site would have to be dedicated to meeting the infiltration requirement.

For moderate connected impervious land uses (40% to 80% connected imperviousness), infiltrate 75% of the pre-development infiltration volume. No more than two percent of the site would have to be dedicated to the meeting in the infiltration requirement.

For highly connected impervious land uses (more than 80% connected imperviousness), infiltrate 60% of the pre-development infiltration volume. No more than two percent of the site would have to be dedicated to meeting the infiltration requirement.

The rule identifies situations where infiltration is optional and others where it is prohibited in order to protect groundwater.

Section NR 151.125 and NR 151.245: Protective Areas
Permanent vegetative buffer areas must be maintained around lakes, streams and wetlands to filter pollutant(s) and protect against erosion. Buffer sizes range from 50-75 feet for most resources, varying according the type and classification of the water body.

Fueling and Maintenance Areas
Petroleum product runoff from fueling and vehicle maintenance areas must be controlled to remove any visible sheen.

Section NR 151.241-249: Transportation Facilities

Roads and associated structures are also subject to the post-construction performance standards. Some specific modifications are made in recognition of the unique character of transportation facilities:

- Exemption from post-construction performance standards for highway resurfacing, reconditioning or minor re-construction; and
- Option to use a water quality-designed swale to meet the post-construction performance standard.

Note: Chapter NR 152: Model Ordinances for Construction Site Erosion Control and Storm Water Management contains, as appendices, model ordinances for both storm water management and for construction erosion control sites. The performance standards included in the model ordinances are taken from ch. NR 151, but have not yet been updated with the revisions that went into effect on January 1, 2011. Consequently, DNR is offering assistance by presenting the model ordinances as guidance (see http://dnr.wi.gov/topic/stormwater/documents/ModelOrdinances.pdf).Adoption of the ordinances by the governmental unit is voluntary unless otherwise required by state law. The purpose of ch. NR 152 is to bring about uniformity of regulations that affect governmental units.

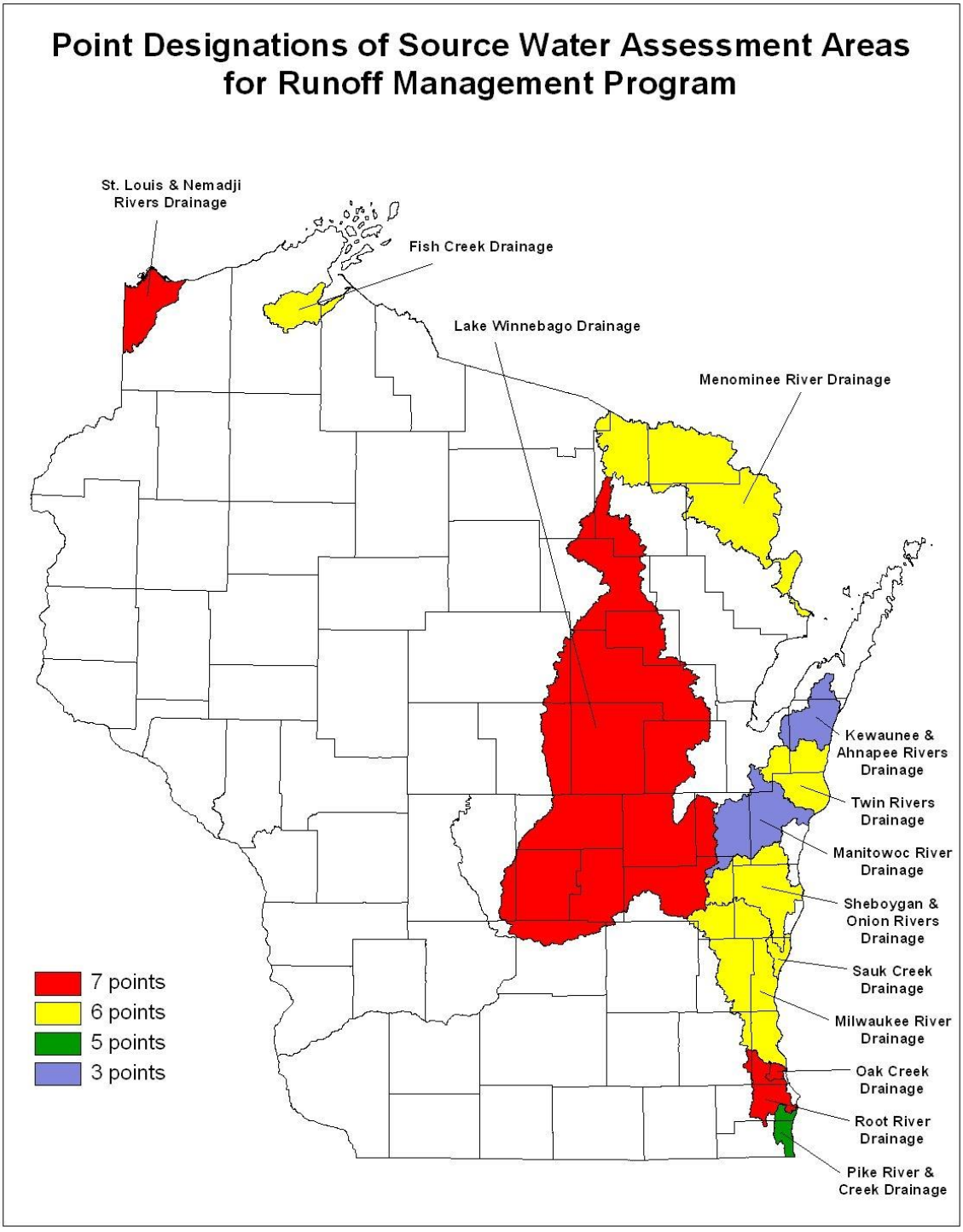
Section NR 151.13: Developed Urban Area Performance Standards

These performance standards apply to incorporated cities, villages and towns with a population density of 1,000 people or more per square mile. By **March 10, 2008,** these local units of government were responsible for implementing a storm water management program that includes the following:

- Public education on the proper management of leaves and grass clippings, lawn and ga rden fertilizers, and pet wastes, and the prevention of oil and chemical runoff into storm sewers;
- A municipal program for proper management of leaves and grass clippings, including public information about the program;
- Application of nutrients on municipally-owned property in accordance with a nutrient application schedule; and
- Detection and elimination of illicit discharges.

In addition, municipalities which are subject to a storm water permit under ch. NR 216 must also reduce the total annual suspended solids loading from developed areas within the municipal boundary by **20% by March 10, 2008**. A performance standard of 40% TSS reduction is also included in s. NR 151.13 but there is not date certain for enforcement of this performance standard.

Attachment E for Public Drinking Water Supply Bonus Points



Attachment F: Land Acquisition Fee Title or Easement

Disclaimer: This attachment contains a summary of the administrative rule requirement. Where discrepancies exist, the provisions of the rule will govern.

Land Acquisition is eligible for funding within the context of Urban Nonpoint Source and Storm Water Grant (UNPS&SW) projects. The following information should be reviewed before you submit your application. **Please note that you need to submit an acquisition proposal as defined below if you are requesting funds for Fee Title or Easement with your project application.**

Eligibility Requirements:

- Purchase of Land in Fee Title

  Land may be purchased in fee title through a UNSP&SW project to support structural urban BMPs including detention basins, wet basins, infiltration basins and trenches, and wetland basins.

- Purchase of Conservation Easements

  Conservation easements that are purchased through an urban project must support structural urban BMPs including detention basins, wet basins, infiltration basins and trenches, and wetland basins. Conservation easements purchased for an urban project must be used to support one (1) or more of the following:

  - ✓ critical area stabilization;
  - ✓ riparian buffer;
  - ✓ wetland restoration;
  - ✓ structural urban best management practices;
  - ✓ any other best management practices specified as eligible for easement support in an approved runoff management grant.

Ownership of Land in Fee Title or Easement: A governmental unit that is sponsoring a UNPS&SW project will hold title to the land and assumes all the implied responsibilities in perpetuity (permanently) once the property or easement is purchased through a construction grant.

Appraisal Requirements: All land must be valued in accordance with s. NR 155.25(5)(b) to be eligible for reimbursement. Appraisals are not required until after the grant has been awarded. All appraisals used for easement or land acquisition for a UNPS&SW project must be reviewed by the DNR, prior to any negotiations with the landowner. Contact the Regional NPS Coordinator to arrange for a review.

Please note: If you are applying for a grant to offset the cost of real estate purchased before January of the grant year and that purchase was based upon a valuation that does not comply with these requirements, then the land must be re-valued and the new appraisal must be approved by the DNR before the DNR will issue the reimbursement under the grant.

You can find additional information on the DNR's website at: http://dnr.wi.gov/files/pdf/pubs/cf/cf0015.pdf.

Cost-Share Rates

- Fee Title: Purchase of land will be funded at up to 50% of the appraised value.
- Easements: Urban easements purchased through a UNPS&SW project will be funded at up to 50% of the appraised value.

Eligible acquisition costs include the cost of appraisals, land surveys, relocation payments, title evidence, recording fees, historical and cultural assessments as required by the DNR and environmental inspections and assessments. Refer to s. NR 155.23(6)(b).

Grant timing: If you are applying for funds to purchase land (fee title purchase), you may apply for funds to cover a purchase to be made during the project period or to cover a purchase made prior to the project period. In either case, funding will only be granted in the event that funding for BMP construction is also granted. Funding will not be granted solely for the acquisition of easements or fee title purchase of property.

Acquisition Proposal Required: If you are requesting funds for land acquisition (fee title or easement), you must submit a land acquisition proposal with your application materials. The acquisition proposal must include the following information:

- Maps showing the proposed acquisition:
  - ✓ County map;
  - ✓ Site map utilizing the Departmental mapping functions at: http://dnrmaps.wi.gov/sl/?Viewer=SWDV or DNR Webmap, showing Township, Range, Section, quarter-section, quarter-quarter section;
  - ✓ Project or land use planning map.
- The Minor Civil Division name, parcel number and ownership.
- The purpose of the land acquisition and how it will help meet project goals. Identify the structural urban best management practice that will be constructed on the property.
- General time frame for land acquisition:
  - ✓ Indicate if you are requesting funds for an acquisition that would be made after or before the runoff management grant is issued (approximately January 1 of the grant year);
  - ✓ Demonstrate assurance that the offer to buy has been or will be accepted.

Note that if the acquisition has already been made, indicate if the valuation meets the requirements of s. NR 155.25(3)(b).

- Size of acquisition including the number of parcels, number of improved parcels and acres.
- Land management information including:
  - ✓ List of owner-occupants or tenants that occupy the land, and information indicating that the sellers are willing. (Funds may only be used to purchase land from willing sellers.);
  - ✓ Identify if relocation plans will be needed in accordance with chapter Commerce 202;
  - ✓ Roles of other governmental units in future land management;
  - ✓ Estimated acquisition and annual land maintenance costs.

Next Steps: If the project is offered funding, you will receive guidance regarding the acquisition by governmental units of nonpoint source conservation easements and a land acquisition checklist for working through the real estate process as required. Request the publication titled “Land Acquisition Guidelines for Local Governments” (January, 2007).

If you have any questions about this section of the Application, or about the procedures for the purchase of easements or land through the UNPS&SW Grant Program, contact the District NPS Coordinator for your part of the state as listed at: http://dnr.wi.gov/topic/nonpoint/NPScontacts.html.

Attachment G: Groundwater Susceptibility

NR 151.12(5)(c)5: Areas "Susceptible to Groundwater Contamination"

Groundwater protection projects are those that reduce the pollution to groundwater coming from storm water urban runoff. This would include projects designed to attenuate storm water flows into karst features or to reduce or eliminate storm water infiltration in areas with a high public health risk or in areas that contain inadequate soil profiles to properly attenuate pollutants.

Sensitive areas include those listed in s. NR 151.12(5)(c)5. These are areas the DNR has identified where storm water infiltration poses an environmental threat to ground water. These include:

- Direct runoff to karst features;
- Storm water infiltration of runoff from tier 1 and tier 2 industrial facilities;
- Storm water infiltration of runoff from runoff from fueling and vehicle maintenance areas;
- Storm water infiltration in areas within 1,000 feet up-gradient of karst features or within 100 feet down-gradient from karst features;
- Storm water infiltration of general urban runoff into soils less than three feet deep to bedrock or seasonally high groundwater;
- Storm water infiltration of runoff from industrial, commercial and institutional parking lots and roads, and from residential arterial roads, into soils less than five feet deep over seasonally high ground water or bedrock;
- Storm water infiltration in areas within 100 feet of a private well or within 400 feet of a community well,
- Storm water Infiltration through soils that are laden with contaminants of concern as defined in s. NR 720.03(2);
- Storm water infiltration into soil that does not meet the following criteria:
    - At least three feet in depth with 20% fines or greater;
    - At least five feet in depth with 10% fines or greater.

Karst feature: an area or surficial geologic feature subject to bedrock dissolution so that it is likely to provide a conduit to groundwater, and may include caves, enlarged fractures, mine features, exposed bedrock surfaces, sinkholes, springs, seeps or swallets, rain, snow, ice melt or similar water that moves on the land surface via sheet or channelized flow.

Sinkhole: a topographic depression (unless filled) in which bedrock is dissolved or collapsed. Sinkholes may be open, covered, buried, or partially filled with soil, field stones, vegetation, weathered bedrock, water or other miscellaneous debris. Sinkholes are usually circular, funnel-shaped or elongated. Sinkhole dimensions vary by region. Wisconsin sinkholes generally range between 20 to 30 feet in diameter and four to ten feet deep, although some can be wider and/or deeper.

Enlarged Fracture: a solution enlarged or widened bedrock fracture that usually narrows with depth.

Pavement: extensive bare areas of exposed bedrock surfaces with many enlarged fractures or sinkhole features.

Fracture Trace: a linear feature, including stream segment, vegetative trend and soil tonal alignment.

Spring or Seep: intermittent or permanent seepage of water from ground surface or bedrock outcrop or karst area.

Cave: natural cavity, large enough to be entered, which is connected to subsurface passages in bedrock.

Swallet: a place where surface or stormwater drainage disappears underground.

Karst Fen: a marsh formed by plants overgrowing a karst lake or seepage area.

Mine Feature: a man-made shaft, tunnel, cave, hole, or other feature created for mining purposes

Attachment H: Environmental Hazards Assessment

The DNR Bureau of Remediation and Redevelopment (R&R) maintains an on-line registry of known contaminated sites in Wisconsin. Some of these sites have been cleaned up and considered "closed". Others are still open. Additional information about each of these sites can be found by accessing the registry at: http://dnr.wi.gov/topic/brownfields/clean.html .

If the map review of the proposed project site shows that contamination is present or likely on the property or on an adjacent property there may be delays in the issuance of your grant – and the community's costs might increase accordingly. If the project activities include land acquisition, be aware that contaminated properties may require more time and effort to purchase than other properties. DNR will review the information you submitted with this application to determine if there are significant concerns with issuing the grant. If there are, DNR reserves the right to require additional monitoring, place additional conditions in the grant award or withhold the award all together.

You should be aware of the lands of special concern (see box).The DNR is part of a multi-agency, statewide effort to encourage the cleanup of contaminated properties – also called "brownfields" – through design and support, financial incentives, liability protections, and other tools for local governments and others. The DNR has Remediation & Redevelopment (R&R) staff in every district office who can discuss these topics as they relate to your project. The local DNR Nonpoint Source grant specialist can put you in touch with the proper DNR R&R staff.

LANDS OF SPECIAL CONCERN

While no property should be assumed to be free of contamination, certain types of property are more likely to be contaminated than others. A Phase I Environmental Assessment should always be ordered for the following:

- Any site previously developed and now vacant;
- Any current or previous industrial or commercial site;
- Any site used for storage or warehousing of commercial or industrial materials;
- Any site where the following are visible: dumps, debris piles, discarded storage drums, monitoring wells, areas previously burned;
- Orchards;
- Railroads and railroad spurs;
- Suspected former landfills;
- Areas without vegetation;
- Areas with a history or likelihood of underground storage tanks;
- Any site adjacent to any of the above.

Find the Environment Hazards Assessment form at http://dnr.wi.gov/files/PDF/forms/1800/1800-001.pdf?o=n.

Attachment I: Inter-Governmental (Inter-Municipal) Agreement Template

INTER-GOVERNMENTAL AGREEMENT REQUIREMENTS FOR JOINT PROJECTS

Background: Chapter NR 155, Wis. Adm. Code, allows local units of government to jointly apply for grant funding through the DNR's Urban Nonpoint Source Pollution & Storm Water Management Grant Program. A joint application will not be considered unless the application includes a draft cooperative agreement amongst the participating local units of government. The purpose of the cooperative agreement is to clearly identify roles and responsibilities of each member for important things such as: entering into the grant agreement with DNR; fulfilling obligations under the grant for product development and product delivery; financial processing, including provision of local share requirements; record keeping; and reporting.

If the project is selected for funding, the draft agreement must be finalized, signed, dated, by the Responsible Municipal Representative of each participating municipality, and submitted to the DNR, before DNR will issue the grant award. If there is no end date to the agreement, then only a starting date needs to be mentioned. If there is an end date, the end date cannot conclude before the end of the grant agreement. Be sure that the printed name, signature, and title of representatives authorized under s. 66.0301, Wis. Stats., are included. Also show the date on which each signature was affixed. All signatures and dates must be on the same page to ensure a legally binding agreement. You do **not** have a legally valid cooperative agreement if only one party's authorized representative has signed the document.

REQUIRED CONTENT OF A COOPERATIVE AGREEMENT

At a minimum, the agreement must address the elements listed below. Your city, town, village, or county may require you to include other provisions or terms in your cooperative agreement.

1. Agreement Title
2. Agreement Purpose *(must include reference to the project name and grant application).*
3. Names of Participating Local Units of Government (LUG)
4. Assignment of the Following Responsibilities *(this list may be expanded as appropriate)*:
    a. Sign the Runoff Management Grant Agreement with DNR *(Only one LUG may be selected to enter into the grant agreement with DNR);*
    b. Establish the grant account *(only one LUG may be selected to establish the grant account to which DNR will issue reimbursements);*
    c. Negotiate, sign, and oversee any professional services contracts;
    d. Local development, approval and submittal to DNR of grant products, and final report;
    e. Manage grant account including invoices, payments, and reimbursements (*must include responsibility for local share contribution by each partner, generation of funds for paying bills, bill payment procedures, and procedures for submitting DNR reimbursement requests and for handling DNR reimbursement);*
    f. Project records retention as required by s. NR 155.29, Wis. Adm. Code.

Attachment J: Governmental Responsibility Resolution

SAMPLE
GOVERNMENTAL RESPONSIBILITY RESOLUTION
FOR RUNOFF MANAGEMENT GRANTS

WHEREAS, _____ is interested in acquiring a
(governmental unit applicant)
Grant from the Wisconsin Department of Natural Resources for the purpose of implementing measures to control agricultural or urban storm water runoff pollution sources (as described in the application and pursuant to ss. 281.65 or 281.66, Wis. Stats., and chs. NR 151, 153 and 155); and

WHEREAS, a cost-sharing grant is required to carry out the project:

THEREFORE, BE IT RESOLVED, that _____
(applicant)

HEREBY AUTHORIZES _____, _____ to act on
(position title) *(department)*

behalf of _____ to:
(applicant)

Sign and submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available;
Sign a grant agreement between the local government (applicant) and the Department of Natural Resources;
Sign and submit reimbursement claims along with necessary supporting documentation;
Sign and submit interim and final reports and other documentation as required by the grant agreement;
Sign and submit an Environment Hazards Assessment Form, if required; and
Take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that _____ shall comply with all state
(applicant)
and federal laws, regulations and permit requirements pertaining to implementation of this project and to fulfillment of the grant document provisions.

Adopted this _____ day of _____, 20_____.

I hereby certify that the foregoing resolution was duly adopted by _____ at a legal meeting on ___ day of _, 20 _____.

Authorized Signature: _____ **Title:** _____
(Signature of the governmental unit's executive officer, for example, Village President, City Mayor, County Board Chair, etc.)

IMPORTANT NOTE: *The DNR expects the individual in the position authorized by this resolution to become familiar with the applicable grant program's procedures for the purpose of taking the necessary actions to undertake, direct, and complete the approved project. This includes acting as the primary contact for the project, submitting required materials for a complete grant application, fulfilling the requirements of the grant agreement , carrying out acquisition or development project (e.g., obtaining required permits, noticing, bidding, following acquisition guidelines, etc.), and closing the grant project (e.g., submitting final report, grant reimbursement forms and documentation, and organization of project files for future monitoring of compliance).*